



Campus Communications
Campus Procedure 540.0
Student Affairs

I. Purpose and Scope

UACCB wants to ensure there are appropriate communication channels for students and the community in compliance with all relevant state and federal regulations.

II. Definitions

III. Procedure

A. Solicitors

Without the prior written approval of the Chancellor, or the Chancellor's designee, no person shall solicit students, faculty, staff, or members of the public for any business or commercial purpose including, but not limited to the sale or purchase of any goods or services, in or upon any of the facilities owned, leased, operated or otherwise regularly occupied by the University of Arkansas Community College at Batesville (UACCB).

B. Free Speech Area

The area under the flag poles located on the south side of Independence Hall is designated as the area on the UACCB campus for limited public forums. This area is available on a first-come, first-served basis to individuals or organizations for free speech purposes without registration or reservation, 24 hours a day, seven days a week. No amplification equipment may be used and no structure(s) may be erected. All other areas of campus must be reserved following the established facilities use policy.

C. Telephone Calls and Messages for Students

Emergency calls will be forwarded to the receptionist. The receptionist will take a message and forward the information to the appropriate Student Affairs staff that will evaluate the nature of the call and take appropriate action to attempt to locate the student. Non-emergency calls will not be referred to students.

D. Bulletin boards, posters, notices, and other materials

Notices, pamphlets, and other materials may be printed and distributed by recognized student organizations to further the purposes stated in their constitutions, subject to the following limitations:

i. Identification and Responsibility

All notices must carry the name(s) of the organization(s) responsible for distribution. Organizations are responsible for notices or printed materials bearing the names of individuals identified thereon as members or officers of the organizations.

ii. Libelous and Scurrilous Material

The right to distribute notices and printed materials shall not extend to libelous, scurrilous, or personally defamatory statements. Neither shall the right extend to materials encouraging and promoting violations of the public laws and the public peace, or the regulations of the College.

Places for Posting Notices

- selected campus bulletin boards
- placed on tables

iii. Posting of Notices

Posting of notices and bulletins must conform to College standards to prevent damage to campus facilities and for safety purposes. These standards may be adjusted as needed; permission is required by the Chancellor or the Vice Chancellor for Student Affairs.

1. Advertising or announcements may not be posted or painted on the exterior of any campus buildings, structures, sidewalks, or curbs.
2. Signs may not be affixed to any glass or doorway of any building.
3. Signs may not be affixed to any painted surfaces within the buildings.



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4. Signs may not be nailed or wired to trees on the campus in any manner that would damage or mar the trees.
5. Signs by registered student organizations may be posted for two weeks only.
6. All signs and material must be removed from the campus immediately following the event or within two weeks for non-event type signs.
7. Chalking on sidewalks is permitted.

iv. Distribution of Printed Materials

Distribution must not invade classrooms, interfere with classes, or be done in a manner that adds to litter on the campus. No materials may be placed on vehicles parked on College property. Organizations proposing to distribute printed materials on the campus must obtain permission from the Vice Chancellor for Student Affairs. The purpose of this permission, with the requirements which accompany it, is to protect the appearance and the normal operations of the campus, not to restrict the free speech of students or student groups.

IV. Related Information

V. Revision History

Effective Date: June 14, 2023

Revised Date:

Review Date: June 14, 2024